

IKM CSD IKM EA

7/1/2006 6/30/2007

**IKM
COMMUNITY SCHOOL DISTRICT**

&

**IKM
EDUCATION ASSOCIATION**

**COLLECTIVE BARGAINING
AGREEMENT**

**SCHOOL YEAR
2006-2007**

**IKM COMMUNITY SCHOOL DISTRICT
COLLECTIVE BARGAINING AGREEMENT**

<u>ARTICLES</u>		<u>PAGE</u>
ARTICLE I	PREAMBLE	2
ARTICLE II	GRIEVANCE PROCEDURE.	2
ARTICLE III	PAYROLL DEDUCTIONS	4
ARTICLE IV	LEAVES	4
ARTICLE V	EMPLOYEE WORK YEAR	7
ARTICLE VI	EMPLOYEE WORK HOURS	7
ARTICLE VII	TRANSFER	8
ARTICLE VIII	REDUCTION OF STAFF	8
ARTICLE IX	EMPLOYEE EVALUATION	9
ARTICLE X	HEALTH PROVISIONS	11
ARTICLE XI	IN-SERVICE TRAINING	11
ARTICLE XII	WAGES AND SALARIES	11
ARTICLE XIII	SUPPLEMENTAL PAY	13
ARTICLE XIV	INSURANCE	13
ARTICLE XV	COMPLIANCE DURATION	15

REFERENCE SCHEDULES

A	GRIEVANCE REPORT	16
B	SALARY SCHEDULE	18
C	SUPPLEMENTAL SCHEDULE	19
D	OTHER DUTIES	20

**IKM COMMUNITY SCHOOL DISTRICT
COLLECTIVE BARGAINING AGREEMENT
2006 - 2007**

**ARTICLE I
PREAMBLE**

The Board of Directors of the IKM Community School District and the IKM Education Association have reached certain understandings which they desire to conform in this agreement. For the purpose of this agreement, the following definitions shall be used:

- A. The term "Board" as used in this agreement, shall mean the Board of Education of the IKM School District or its duly authorized representative.
- B. The term "employee" as used in this agreement, shall mean all professional employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board.
- C. The term "Association" as used in this agreement, shall mean the IKM Education Association or its duly authorized representative or agents.

**ARTICLE II
GRIEVANCE PROCEDURE**

Section 1

A grievance shall mean only a complaint that there has been an alleged violation, misinterpretation or misapplication of any of the specific provisions of this agreement.

Section 2

- A. Every Employee or the Association covered by this Agreement shall have the right to present grievances in accordance with these procedures.
- B. The failure of a Grievant (or, in the event of an appeal to arbitration, the Association) to act on any grievances within the prescribed time limits will act as a bar to any further appeal. An administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
- C. It is agreed that any investigation or other handling, or processing of any grievances by the Grievant or administrator shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the Grievant or of the staff. At the sole discretion of the Board, the grievance procedures may take place during the school day without loss of pay to the person grieving by their representative.

Section 3

A. First Step

An attempt shall be made to resolve any grievance in informal, verbal discussion between employee and/or their designees and his or her principal or immediate supervisor. This must be completed seven (7) calendar days from the date of the occurrence, or discovery by the Grievant of the event giving rise to the grievance, unless it is necessary for a longer time due to extenuating circumstances, but shall not exceed thirty (30) calendar days.

B. Second Step

If the grievance cannot be resolved informally, the Grievant shall file the grievance in writing with his immediate supervisor and each member of the Board of Education. The written grievance shall state the actual grievance, shall state the specific clause or clauses of the contract violations and shall state the remedy or remedies requested. The filing of the formal, written grievance at the second step must be within fourteen (14) calendar days from the date of the informal, verbal discussion between employee and supervisor in the first step. The principal or immediate supervisor shall make a decision on the grievance and communicate it in writing to the Grievant and the Superintendent within seven (7) calendar days after receipt of the grievance.

C. Third Step

In the event a grievance has not been satisfactorily resolved at the second step, the Grievant shall file, within seven (7) calendar days of the principal's written decision at the second step, a copy of the grievance with the Superintendent. Within fourteen (14) calendar days after such written grievance is filed, the Grievant and/or their designee and the Superintendent or his designee shall meet to resolve the grievance. The Superintendent or his designee shall file an answer within fourteen (14) calendar days of the third step grievance meeting and communicate it in writing to the Grievant and the principal.

D. Fourth Step

If the grievance is not resolved satisfactorily at Step 3, there shall be available a fourth step of impartial binding arbitration. The Association may submit, in writing, a request on behalf of the Association and the Grievant to the Superintendent within thirty (30) calendar days from receipt of the Step 3 answer to enter into such arbitration. The arbitration proceeding shall be an Arbitrator to be mutually selected by the two parties within seven (7) calendar days after said notice is given. If the two parties fail to reach agreement on an Arbitrator within seven (7) days, the PERB Board will be requested to provide a panel of five (5) arbitrators. Each of the two parties will alternately strike one name at a time from the panel until only one shall remain. The remaining name shall be the Arbitrator. The decision of the Arbitrator's services shall be borne equally by the School District and the Association.

The Arbitrator, in his opinion, shall not amend, nullify, ignore or add to the provisions of the Agreement. His authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the School District and the Association and his decision must be based solely and only upon his interpretation of the meaning or application of the express language of the Agreement.

Section 4

All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file.

ARTICLE III PAYROLL DEDUCTIONS

A. Authorization

1. Any employee who is a member of the Association, or who has applied for membership, may sign and deliver to the Board an ISEA/NEA Professional Member Update Dues form authorizing payroll deduction of professional dues by September 1. The Board shall deduct an equal pro-rated amount of the total dues from each check, beginning with the September 15th paycheck, for a period of nine (9) months. Any employee may terminate said dues check-off by giving thirty (30) days written notice to the Board. Upon appropriate written authorization from the employee, the Board shall deduct from the salary of any employee and make appropriate remittance for dues check-off and monthly remit the dues with an accounting to the Association.
2. Deductions from payroll will be allowed for tax sheltered annuities and group policies sponsored by the Board and the ISEA Credit Union.

ARTICLE IV LEAVES

A. Sick Leave

1. Accumulative Benefits - Employees are granted leave of absences for medically related disability with full pay in the following minimum amounts:
 - a. The first year of employment 10 days
 - b. The second year of employment 11 days
 - c. The third year of employment 12 days
 - d. The fourth year of employment 13 days
 - e. The fifth year of employment 14 days
 - f. The sixth year of employment and each thereafter . . 15 days

The above amount shall only apply to employees with consecutive years of employment. The maximum number of days shall be one hundred-twenty (120) days, and any recovery from Workmen's Compensation or other insurance paid for in full or in part by Board shall be offset against said sick leave pay. The School Board shall, in each instance require such reasonable evidence as it may desire confirming the necessity for such leave of absence. Sick leave may be used for maternity leave, doctor or dental appointments when necessary, and family illness or injury as defined. Sick leave for illness of a family member shall be limited to twelve (12) days per year. The Sick leave for illness of a spouse or child must be an illness requiring assistance for the ill person. Sick leave for illness of parents, parent-in-laws, siblings, grand-parents, and any other member of the immediate household shall only be used if it is a critical illness or severe injury.

Critical illness or severe injury is defined as follows:

- a. Illness or injury involving hospitalization.
- b. Illness or injury involving the possibility of death.
- c. Illness or injury that requires immediate emergency medical attention.

An extended leave of absence without pay for a period of one year may be granted at the sole discretion of the Board when all sick leave is exhausted.

- 2. Notification of Accumulation - Employees shall be given a copy of a written accounting of accumulated sick leave days as accrued at the conclusion of the current school year. This written notification shall take place prior to September 1st of the succeeding school year. If the teacher does not complain in writing within ten (10) days of the mailing time, said accounting is conclusively assumed to be correct.

- B. Temporary Leaves of Absence - At the beginning of each school year full-time employees shall be entitled to the following temporary, non-accumulative leaves of absence with full pay each school year. Part-time employees working two and a half (2 1/2) days per week or more shall be entitled to an equal percentage of full-time employees according to the following schedule.

Contracted Days Per Week	Percentage of Temporary Leaves of Absences
5	100%
4	80%
3	60%
2.5	50%
under 2.5	No leave granted with pay

1. Personal - At the beginning of the school year, each employee shall be credited with two (2) days to be used for employee's personal business. An employee planning to use a personal leave day or days shall notify his or her principal at least two (2) days in advance except in cases of emergency. However, personal leave shall be limited, except in cases of extreme emergency, to not exceed four teachers out of any one day from the entire faculty. The employee is allowed one day of unused personal leave to be carried over between years to accumulate to no more than three days. Personal days cannot be used on in-service days or to extend a holiday without authorization from administration. This would only be allowed for extenuating circumstances.
2. Professional Leave - At the beginning of every school year each employee shall be credited with three (3) days to be used for the employee's professional leave. Professional leave shall require notice of his or her principal at least four (4) work days in advance of his or her absence subject to the approval of the Board or their designee, but said approval shall not be unreasonably refused.
3. Bereavement - Up to five (5) days of leave shall be granted at any one time in the event of death of an employee's spouse, child, parent, parents-in-law, siblings, grandparents, and any other member of the immediate household. Member of the immediate household is defined to mean some person residing in the teacher's residence. If more than five (5) days are needed, employees shall be granted additional leave without pay. Up to two (2) days of leave shall be granted at any one time in the event of death of an employee's children-in-law, siblings-in-law and grandparents-in-law. Employees shall be granted up to two (2) days per year, for the death of a close friend or relative outside the employees immediate family as defined above. Any additional days shall be at the sole discretion of the Board. In the event of the death of an employee or student in the IKM School District, the principal or immediate supervisor of said employee shall grant to an appropriate number of employees sufficient time to attend the funeral, at the discretion of the administration but the administration shall not unreasonably refuse. The employee will substantiate that leave is for this purpose.
4. Association Leave - At the beginning of each school year, the Board will credit to the Association four (4) days for the purpose of transacting association business. The Association shall provide one (1) week of advance notice.
5. Jury and Legal Leave
 - a. Any employee called for jury duty shall be provided such time without loss of pay. Any per diem fees the employee received during such leave shall be turned over to the IKM Community School District.
 - b. When an employee is excused from jury duty, either temporarily or permanently on any working day, the employee shall report to the

principal and complete any remaining hours of the working day if required.

6. Good Cause - Other temporary leaves of absence with pay or without pay must be requested in writing to the Board or its designee and said approval or disapproval shall be without the right of grievance and shall be binding.
- C. Extended Leaves of Absence - A leave of absence without pay for up to one (1) year may be granted at the Board's discretion. Upon return from such leave, the employee shall be placed on the proper step and lane of the salary schedule as determined by the master agreement.

ARTICLE V EMPLOYEE WORK YEAR

- A. In-School Work Year - The normal teaching contract shall embrace a period of one hundred ninety-four (194) days of which there shall not be more than one hundred eighty (180) days spent in actual classroom teaching for those on the normal nine (9) month contract unless modified by law or Department of Education regulations. For those on extended contracts for extra time, proportionately longer contracts will be arranged.
- B. Holidays - The regular and extended contract of employees shall include five (5) paid holidays, such holidays shall include Labor Day, Thanksgiving, Christmas, New Year's Day and Memorial Day. No employee shall be required to perform duties on any of the above holidays or non-paid periods of vacation.
- C. Workdays - Two (2) of the one hundred ninety-four (194) contract days shall be designated as teacher workdays, to be arranged with one (1) day at the end of each semester. The purpose of these days is to allow teachers the time to prepare semester grades, develop lesson plans or perform those duties which will end one semester. These days are to be for the next instructional period. These days are to be regular workdays as described, except the District may use up to four (4) hours on each day for staff meetings, in-service, or other school related purposes. Two (2) of the one hundred ninety-four (194) contract days shall be designated as compensation days for Parent-Teacher conferences conducted outside the normal teaching day.

ARTICLE VI EMPLOYEE WORK HOURS AND LOAD

- A. Workday
 1. Length of Day - The total in-school workday shall consist of not more than (8) hours.
 2. Arrival and Dismissal Time - No employees shall be required to report for duty earlier than 30 minutes before the opening of the pupils' school day, and shall be permitted to leave 30 minutes after the close of the pupils' school day, except on Friday and days preceding holidays or vacations, and days when

school is cancelled due to weather conditions, when the employees' day shall end at the close of the pupils' days.

- a. Early release from duty may be granted for good cause but must be with the approval of the principal or superintendent or other Board designee without any right of grievance.

The teacher shall be entitled to a minimum of a twenty (20) minute duty free lunch period with an effort made to provide thirty (30) minutes. The time shall be designated by the Board or their designee and shall not be classified as part of the in-school workday.

B. Meetings

1. Faculty and Other - Employees may be required to remain to the end of the end of the regular workday without additional compensation, for the purpose of attending faculty or other professional meetings. Meetings shall not be called on any day immediately preceding any holiday or other day upon which teacher attendance is not required at work. Notification will be at least one day in advance except in cases of extreme need.
2. Regularly scheduled teachers' meetings may begin at 7:45 a.m. or be extended to 4:15 p.m. provided all participants are in agreement.

**ARTICLE VII
TRANSFER**

- A. A transfer shall be defined as a change in the majority of an employee's assignment to a different subject area (7-12) or grade level (K-6) for the following school year. Except for emergencies, no employee shall be involuntarily transferred after six (6) weeks before the first day of school and only then if the District cannot fill the position voluntarily.

**ARTICLE VIII
REDUCTION OF STAFF**

A. Coverage

All employees under this agreement.

B. Reduction in Staff Procedure

1. When, in the discretion of the Board of Education, a reduction in staff must be made, the Board of Education and the Administration shall attempt to accomplish the same by attrition. In the event necessary reduction in staff cannot be adequately accomplished by attrition, the Administration shall base its decision as to how the reduction shall be affected on the competence and

qualifications, including training and experience on that level or in that area, of the teachers to do the available work.

2. If the Administration is unable to designate the teacher/s to be released from the staff, the order of reduction will be based on the seniority from date of employment into the school district. Instructional teachers will be divided into separate categories of K-6 and 7-12 inclusive and include, where applicable, Title I instructor/s. Within these administrative units consideration shall further be limited to the subject area where the staff reduction will occur. Instructors may move from one category to another without losing seniority within the school system.

C. Notification

The Administration shall provide written notice to each employee who will be affected by the reduction in staff in accord with Code of Iowa, Chapter 279.15.

D. Benefits

An employee laid off pursuant to the policy shall have recall rights to any position for which he/she is or may become certified for one year from effective date of his/her layoff and shall be recalled to available positions for which he/she is qualified in the opinion of the Board in inverse order of the layoff.

Notice of recall shall be by certified mail to the last known mailing address in the district's personnel records. Recall rights for the specific position notified shall expire within 20 days of the date of mailing. No recall notice shall be necessary in the event the employee notifies the Board that they do not desire a recall notice.

ARTICLE IX EMPLOYEE EVALUATION

A. Notification - Assigned Employees

Within six (6) weeks after the beginning of each school term, the principal shall acquaint each employee under his supervision with the evaluation procedures and instruments and will advise each employee as to who will observe and evaluate his or her classroom performance. The purpose of the orientation is to achieve mutual understanding of the evaluation system. No formal evaluation shall take place until such orientation has been completed.

B. Observations

All formal observations of any employee shall be conducted with the full knowledge of the employee.

C. Evaluation Committee

An evaluation committee consisting of three (3) persons appointed by the Superintendent and three (3) teachers appointed by the Association shall develop and agree upon a form to be used as a formal evaluation instrument. The present form will be used unless the IKM Teachers Association and/or Superintendent (through their appropriate members on the evaluation committee) call for a change. This form shall be used for at least one (1) evaluation but shall not limit the forms used for or purpose of additional evaluations.

D. Conference and Copy

A copy of each formal written evaluation shall be given to the employee and a conference shall be held between the employee and the principal as soon as possible but not more than fourteen (14) calendar days following the classroom observation. This copy shall be signed by both parties and shall be given to the employee. The employee's signature does not necessarily mean agreement with the evaluation but rather awareness of the content.

E. Responses

If the employee feels his or her formal written evaluation is incomplete, inaccurate or unjust, he or she may put their objections in writing and have them attached to the evaluation report to be placed in his personnel file. The file copy of such objections shall be signed by both parties to indicate awareness of the content.

F. Personnel File Review

1. Each employee shall have the right at any time to review those contents of his or her personnel file related to evaluation. A representative of the Association, at the employee's request, may accompany the employee in this review. Records will be reviewed only in the presence of an Administrator.
2. The Board or its Administrative Representative, including principals, shall not establish any personnel file related to evaluation which is not available for the employee's inspection.
3. The employee shall have the right to respond to all evaluation materials to be placed in said file in the future. Such employee responses shall become part of said file.
4. Any complaints directed toward the evaluation of an employee which are placed in his or her personnel file are to be promptly called to the teacher's attention in writing.

G. Personnel File Reproduction

The employee shall have the right to reproduce only the evaluation contents of his or her file.

ARTICLE X HEALTH PROVISIONS

A. Physical Fitness

All new employees shall provide the district, after an offer of employment is made and before or within six weeks of the beginning of service, certification of fitness to perform the tasks assigned which shall be in the form of a written report of a physical examination by a licensed physician or surgeon, osteopathic physician or surgeon, osteopath, or qualified doctor or chiropractic, licensed physician assistant, or advanced registered nurse practitioner. Three year examinations and TB tests will not be required as indicated in rule – 12.4(10).

ARTICLE XI IN-SERVICE TRAINING

- A. The In-Service Education Committee shall be responsible for planning and evaluating the content and format of any employee in-service training conducted during the regular workday. The parties acknowledge that the final decision on in-service is the responsibility of the Board or Designee and is being mandated to meet state in-service requirements.

Members of the In-Service Education Committee shall be granted releases after the regular workday to fulfill their responsibilities, provided, however, with Board approval this may be done during the regular employees' workday.

The Board may budget such reasonable funds as may be necessary to defray the cost of in-service programs.

ARTICLE XII WAGES AND SALARIES

A. Schedule

The salary of each employee covered by the regular salary schedule is set forth in schedule B attached hereto and made a part hereof.

The basic salary schedule is to be considered a binding agreement between individual teachers and the Board of Education.

B. Placement of Salary Schedule

1. Adjustment to Salary Schedule - Each employee shall be placed on his proper step of the salary schedule as of the effective date of this agreement and in accordance with paragraph 2 below.

2. Credit for Experience - Credit shall be given for actual teaching experience of any salary level on the employee Salary Schedule for previous outside teaching experience in a duly accredited school upon initial employment.
3. Increments for extra time shall be figured at the rate of one-tenth (1/10th) of the basic Salary Schedule for each extra month of service (over the 194 days of contract and/or one twentieth (1/20th) of the basic salary for each half month of service, subject to a maximum limitations in the Salary Schedule. (Phase III funds are exempt from this calculation, see Phase III Plan.)

C. Advancement of Salary Schedule

1. Increments - Employees on the regular salary schedule shall be granted one step number on the schedule for each year of service until the maximum for their educational classification is reached. A year of service consists of employment in the IKM District for ninety (90) consecutive teaching days or more in one school year. Master formula: (Previous years salary times the lane increment multiplier plus increase in base plus previous years salary equals new salary.)

Employees whose salary on Schedule B is lower than the state-mandated minimum salary shall receive an annual increase of \$400 or their placement on the salary schedule, whichever is greater.

2. Educational Lane Advancement - Employees on the regular Salary Schedule who move from one educational lane to a higher educational lane shall receive \$500 in addition to the Step 1 – Increments increase. For an employee to advance from one educational lane to another, the employee's additional credits must be graduate courses within the employee's assigned teaching area or those in an advanced degree program in the assigned teaching area, or for any course which would improve the employee's teaching skills in relation to the assigned area, and approved by the Superintendent prior to the employee enrolling in the course. The Superintendent shall not arbitrarily and capriciously withhold approval for an employee to advance from one educational lane to another. The employee shall file a transcript or other suitable evidence of additional educational credit with the Superintendent, no later than September 1st of each year in which the employee is eligible to move. No advance on the Salary Schedule shall be made during the school year.
3. The career increment of \$400 shall be an adjustment for those reaching the maximum of the BA+20 lane, MA lane and the MA+20.

D. Method of Payment

1. Each teacher shall be paid on the 15th of each month. The first payment will be made on the 15th day of September and approximately equal payments thereafter for a period of twelve (12) months. Time lost when deductible, shall be deducted at the rate of 1/194th of the annual classroom teaching

salary for each day lost for those on the normal 194 day contract and proportionately for a teacher on a longer contract. A proportionate deduction shall be made if the extra duty schedule is applicable.

2. Exceptions - When a pay date falls on a weekend, employees shall receive their paychecks on the preceding Friday. For paydays that fall during a vacation, arrangements will be made for employees to pick up their check on the appropriate date.
3. Final Pay – The district has the sole option of paying all checks in June or later as needed.
4. Summer checks – Summer checks will be mailed 1-2 days prior to payday to the address designed by the employee if not picked up by that time.

ARTICLE XIII SUPPLEMENTAL PAY

A. Rate of Pay for Extra-Curricular Activities

1. Employee participation of extra-curricular activities which extend beyond the regularly scheduled in-school days shall be compensated according to the rate of pay stipulated in Schedules C and D, attached hereto and made a part hereof.

ARTICLE XIV INSURANCE

A. Insurance

The Board of Education shall provide the following insurance coverage for all teachers who qualify with the premiums to be paid as indicated:

1. Single Coverage - Medical, for reasonable and customary physician's fees, major medical and hospital single coverage to be paid by the Board for a PPO 1000 plan. If an employee selects an alternate plan, the employee will pay any difference in premium above the single PPO 1000 rate. Employees will only be able to pick a different plan if permitted by the insurance company.
2. Income disability (paid by the Board).
3. \$10,000 life insurance (paid by the Board).
4. Single dental insurance (\$11.81 per month to be paid by the Board). (Remaining premium to be paid by the individual).

The Board of Education reserves the right to select the policies which are to be provided.

Employees who are employed twenty-four (24) hours or more per week, but less than full-time, shall have their percentage of full-time equivalency calculated. The Board will pay this calculated percentage of the premium.

5. Worker's Compensation

Each employee shall be covered by worker's compensation paid for by the Board.

6. School Liability

All employees shall be covered by a school financed liability insurance covering related performance of duties.

B. Coverage

The Board provided insurance programs shall be for twelve (12) consecutive months (beginning September 1 and ending August 31). New employees of the District shall be covered by Board provided insurance, no later than one (1) month after initial employment. When necessary, payment of premiums on behalf of the employee shall be made retroactively or prospectively to assure uninterrupted participation and coverage.

C. Descriptions

The Board shall provide each employee the right to examine any insurance policy carried by the school.

D. Continuation

In the event that an employee, absent because of illness or injury, has exhausted sick leave accumulated, the above-mentioned benefits shall continue throughout the balance of the school year.

Employees on non-paid leave for one month or longer shall have the option to continue any or all of the Board paid programs by paying the premiums themselves to the Board on or before the billing date, if this is possible under the insurance contract.

E. Selection of Carriers

It is agreed that no teacher when collecting under the fringe benefits shall be permitted to receive more in the way of compensation than their regular and ordinary salaries as set out in the contract between the Board and the individual teacher.

**ARTICLE XV
COMPLIANCE DURATION**

A. Separability

If any provisions of this agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, policies or suppliers, then such provision or application shall not be deemed valid and subsiding, except to the extent permitted by law and the Board and the Association shall enter into negotiations within a reasonable time to replace said provisions. All other provisions or applications shall continue in full force and effect.

B. Duration Period

This agreement shall be effective as amended as of July 1, 2006, and shall continue in effect until June 30, 2007.

In Witness Whereof the parties hereto have caused this agreement to be signed by their respective presidents, attested by their respective chief negotiators with their signatures placed thereon, all on the 11th day of May, 2006.

IKM EDUCATION ASSOCIATION
Association

By: _____
Its President

By: _____
Its Chief Negotiator

IKM BOARD OF EDUCATION
Board of Education

By: _____
Its President

By: _____
Its Chief Negotiator

**SCHEDULE A
GRIEVANCE REPORT**

IKM Community School District

_____ Building

Name of Aggrieved Person)

LEVEL II

A. A. Date of Violation: _____

Section(s) of Contract Violated: _____

C. Relief Sought: _____

(Date)

(Signature)

E. Disposition by Principal or Immediate Supervisor:

(Date)

(Signature of Principal or Immediate Supervisor)

LEVEL III

A. _____
(Signature of Aggrieved Person)

(Date Received by Superintendent)

B. Disposition by Superintendent: _____

(Date)

(Signature of Superintendent)

**SCHEDULE B
SALARY SCHEDULE
CURRENT
2006-2007
IKM COMMUNITY SCHOOL DISTRICT**

The base for teachers will be \$29,775. Increments for columns would be as follows: BA = 1.8%; BA + 10 = 1.9%; BA + 20 = 2.0%; MA = 2.1%; and MA + 20 = 2.2%. Lane minimums would be as follows: BA = \$29,775; BA + 10 = \$30,275; BA + 20 = \$30,775; MA = \$31,275; MA + 20 = \$31,775. Lane maximums would be as follows: BA = \$37,547; BA + 10 = \$38,668; BA + 20 = \$41,419; MA = \$43,612; and MA + 20 = \$45,999. Teachers will receive the increment raise for the column plus any amount added to the base.

Regular Salary Schedule

<u>Lane ID</u>	<u>Calculations</u>	<u>Lane Inc.</u>	<u>Lane Min.</u>	<u>Lane Max.</u>
BA	14	1.8%	\$29,775	\$37,547
BA + 10	14	1.9%	\$30,275	\$38,668
BA + 20	16	2.0%	\$30,775	\$41,419
MA	17	2.1%	\$31,275	\$43,612
MA + 20	18	2.2%	\$31,775	\$45,999

	BA+0	BA+10	BA+20	MA	MA+20
1200					
	1.80%	1.90%	2.00%	2.10%	2.20%
Calculations					
1	\$29,775	\$30,275	\$30,775	\$31,275	\$31,775
2	\$30,311	\$30,850	\$31,391	\$31,932	\$32,474
3	\$30,857	\$31,436	\$32,018	\$32,602	\$33,188
4	\$31,412	\$32,034	\$32,659	\$33,287	\$33,919
5	\$31,977	\$32,642	\$33,312	\$33,986	\$34,665
6	\$32,553	\$33,263	\$33,978	\$34,700	\$35,427
7	\$33,139	\$33,895	\$34,658	\$35,428	\$36,207
8	\$33,735	\$34,538	\$35,351	\$36,172	\$37,003
9	\$34,343	\$35,195	\$36,058	\$36,932	\$37,817
10	\$34,961	\$35,863	\$36,779	\$37,708	\$38,649
11	\$35,590	\$36,545	\$37,515	\$38,499	\$39,500
12	\$36,231	\$37,239	\$38,265	\$39,308	\$40,369
13	\$36,883	\$37,947	\$39,030	\$40,133	\$41,257
14	\$37,547	\$38,668	\$39,811	\$40,976	\$42,165
15			\$40,607	\$41,837	\$43,092
16			\$41,419	\$42,715	\$44,040
17				\$43,612	\$45,009
18					\$45,999

SUPPLEMENTAL SCHEDULE C

HS Basketball Head Coach	10%
HS Football Head Coach	10%
HS Baseball Head Coach	8%
HS Golf Head Coach	8%
HS Softball Head Coach	8%
HS Track Head Coach	8%
HS Volleyball Head Coach	8%
HS Baseball Assistant Coach	7%
HS Basketball Assistant Coach	7%
HS Football Assistant Coach	7%
HS Softball Assistant Coach	7%
HS Volleyball Assistant Coach	7%
Instrumental Music Activities - Secondary	7%
HS Track Assistant Coach	5%
JH Basketball Head Coach	5%
JH Football Head Coach	5%
JH Volleyball Head Coach	5%
Vocal Music Activities - Secondary	5%
JH Basketball Assistant Coach	4%
JH Football Assistant Coach	4%
JH Volleyball Assistant Coach	4%
Music Activities – Elementary	4%
HS Annual/Yearbook Sponsor	3%
HS Basketball Cheerleading Sponsor	3%
HS Football Cheerleading Sponsor	3%
JH Track Coach	3%
HS Concession Supervisor	3%
HS Junior Class Sponsor	2%
HS Musical	2%
HS Play	2%
HS Student Council Sponsor	2%
Large Group Speech	2%
Small Group Speech	2%
Tag Sponsor	2%
HS National Honor Society	1%
JH National Honor Society	1%
JH Student Council Sponsor	1%

SCHEDULE D OTHER DUTIES

1. Such duties, restricted to the in-school work year, could include ticket taking, supervision of Saturday Suspension, chaperoning dances, working concession stands, chaperoning bus trips, and chaperoning Jr.-Sr. prom. It is agreed that only duties performed after the normal eight-hour day and on days when school is not in session are eligible for payment.
2. For those duties specified in paragraph 1 above, each employee shall be required to work at two activities per year. The Administration shall put out a sign-up sheet at the beginning of the year and employees may choose their two events. The employee will not be paid for these two events and should not turn in reimbursement paper work for these.
3. A volunteer shall be paid at a rate of six dollars (\$6.00) per hour up to a District maximum expenditure amount of twenty-five hundred dollars (\$2,500.00) for these duties. If the total hours times the hourly rate exceeds the maximum amount, then the hourly rate will be pro-rated accordingly. All volunteers must be approved by the Administration, but said approval shall not be unreasonably refused. All reimbursement paper work is the sole responsibility of the employee.
4. It is further provided that in the event the maximum amount of twenty-five hundred dollars (\$2,500.00) is not reached, the difference shall be pro-rated on an hourly basis to the various members of the Association that provided the services.
5. If no volunteer is available, the District may hire a non-certified person for the duty. Such person to be paid \$6.00 per hour and the same to be subtracted from the \$2,500.00 pool. The non-certified person to receive the \$6.00 per hour only and shall not be affected by the other provisions of this schedule.